

POTTER COUNTY
COMMISSIONERS' COURT AGENDA

MAY 12, 2014

THE FOLLOWING MATTERS WILL COME BEFORE THE POTTER COUNTY COMMISSIONERS' COURT ON MONDAY, MAY 12, 2014, AT 9:00 A.M. IN THE POTTER COUNTY COMMISSIONERS' COURTROOM, LOCATED AT 500 S. FILLMORE, ROOM 106 AMARILLO, POTTER COUNTY, TEXAS.

1. **APPROVAL OF MINUTES:** Approval of the minutes from the April 28, 2014, Potter County Commissioners' Court meetings.
2. **VOUCHERS:** To consider and act upon the approval of the payment of vouchers processed by the County Auditor's office for the period of April 23, 2014 through May 6, 2014. [Hood]
3. **INSURANCE REPORT:** To recognize the insurance report. [Holland]
4. **SALARY SURVEY UPDATE:** To hear an update on salary survey options provided by Texas Association of Counties. [Holland]
5. **BUDGET AMENDMENTS:** To consider and act upon the approval of budget amendments for the current fiscal year. [Hood]
6. **POTTER COUNTY PROJECTS:** To hear a report on various Potter County Projects and to take any action necessary. [Head]
7. **RESOLUTION-JAG GRANT PROGRAM:** To consider and act upon a Resolution authorizing Sheriff Thomas to act as the County's representative in all matters pertaining to Potter County's participation in the JAG Grant Program.
8. **SOFTWARE PURCHASE:** To consider and act upon the purchase of DocuWare, scanner and server licensing in order to change the paper system in Voter Registration to an electronic storage and file retrieval system. DocuWare to be purchased from Toshiba Business Solutions from DIR Contract # DIR-SDD-1440. To transfer funds within the (236) Elections budget to the (237) Voter Registration budget as per the requirements of the auditor. Total transfer amount is \$35,885.48. [Harder, Huntley]
9. **SHARYLAND UTILITIES DONATION:** To consider and act upon the use of the donation from Sharyland Utilities. (Church)

- 10. COMMISSIONERS COURT MEETING SCHEDULE – MONDAY HOLIDAY:**
To adopt a policy stating that in the event a regularly scheduled meeting of the court falls on a holiday, the meeting will be postponed to the next business day, effective with the meeting of May 26, 2014, or to take other action as necessary.
- 11. MUTUAL AID AGREEMENT – NATIONAL PARK SERVICE:** To consider and act upon approving an agreement between the National Park Service and Potter County for mutual aid in firefighting assistance. (Lake)
- 12. TAX INCREMENT REINVESTMENT ZONE (TIRZ) #1 – POTTER COUNTY BOARD REPRESENTATIVES:** To consider and act upon appointing Potter County representatives to vacancies on the TIRZ #1 Board of Directors. (Kelly)
- 13. PROHIBITION ON OUTDOOR BURNING:** To consider and act upon renewing the burn ban for an additional 90 days.
- 14. TAX ABATEMENT GUIDELINES AND CRITERIA:** To consider and act upon renewing the County’s Guidelines and Criteria for Tax Abatement Agreements, and the Application for Tax Abatement, and to take other action necessary.
- 15. EMPLOYMENT ITEMS:** To consider and act upon the following employment items:

 - a. ROAD & BRIDGE: The employment of Dakota Ratliff from part-time to full-time, Seasonal Maintenance Tech, effective May 5, 2014.
 - b. ROAD & BRIDGE: The employment of Roy “Sandy” Burkham, Seasonal Road Tech, effective May 5, 2014.
 - c. ROAD & BRIDGE: The employment of Justin Schaffler, Seasonal Road Maintenance Tech, effective May 5, 2104.
 - d. ROAD & BRIDGE: The employment of Felipe Martinez, Jr., Summer Mower, effective May 5, 2014.
 - e. ROAD & BRIDGE: The employment of Geary Johnson, Summer Mower, effective May 5, 2014.
 - f. ROAD & BRIDGE: The termination of Stephen Morris, Maintenance Tech, effective April 28, 2014.
- 16. EXECUTIVE SESSION: REAL PROPERTY – REQUEST TO SELL COUNTY PROPERTY:**

 - a. To hold an executive session to deliberate the purchase, exchange, or value of real property where deliberation in open meeting would have a detrimental effect on the position of the County in negotiations with a third person, pursuant to §551.072, Tex. Gov. Code.
 - b. To take any action appropriate after the executive session. (Harder)
- 17. EXECUTIVE SESSION - REAL PROPERTY – FIRE STATION #3:**

 - a. To hold an executive session to deliberate the purchase, exchange, or value of real property where deliberation in open meeting would have a detrimental effect on the position of the County in negotiations with a third person, pursuant to §551.072, Tex. Gov. Code.
 - b. To take any action appropriate after the executive session (Harder).

18. **EXECUTIVE SESSION – CONSULTATION WITH ATTORNEY:**
 - a. To hold an executive session to consult with the county attorney regarding the warranty claims with Journeyman Construction on the Potter County Courthouse project, pursuant to Texas Government Code § 551.071 allowing a governmental body to conduct a private consultation with its attorney about pending or contemplated litigation.
 - b. To take other action appropriate after the executive session.
19. **EXECUTIVE SESSION:** To hold an executive session, if necessary, on the above agenda items as allowed by Chapter 551, Texas Government Code.
20. **JAIL REPORT:** To hear a report on the Potter County Detention Center and to take any action necessary.
21. **COUNTY INSURANCE ITEMS:** To consider and act upon any insurance claims, accidents, etc. against the county.
22. **AGENDA ITEMS:** To receive agenda items for the next Commissioners' Court.

THIS AGENDA NOTICE IS MADE IN ACCORDANCE WITH CHAPTER 551, TEXAS GOVERNMENT CODE, PROHIBITION OF GOVERNMENTAL BODIES FROM HOLDING MEETINGS WHICH ARE CLOSED TO THE PUBLIC, AS AMENDED. THE DOCUMENTATION FOR THIS AGENDA NOTICE IS AVAILABLE FOR THE PUBLIC'S INSPECTION IN EITHER OF THE FOLLOWING OFFICES: THE COUNTY JUDGE, THE COUNTY CLERK, THE COUNTY AUDITOR OR THE COUNTY PURCHASING AGENT'S OFFICE.

ARTHUR WARE
POTTER COUNTY JUDGE